

Shasta LAFCO

Shasta Local Agency Formation Commission

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MINUTES

Regular Meeting March 3, 2011

(These minutes are not intended to be a verbatim transcription of the proceedings and discussion associated with the business on the Commission's agenda; rather, what follows is a summary of the order of business and general nature of testimony, Commission deliberation, and action taken.)

CALL TO ORDER/ROLL CALL/INTRODUCTIONS

Chairman Gover called the meeting to order at 9:01 am at the Anderson City Council Chambers, 1887 Howard Street, Anderson, CA. Commissioners Baugh, Farr, Kehoe, Yarbrough and Haynes were present. Alternate Commissioner Morgan attended for Commissioner Fust. Executive Officer Mickelson and Mary Hill were present as staff. Alternate Commissioner Mathena was present as a member of the audience.

Ms. Mickelson extended a warm welcome to newly appointed Commissioner James Yarbrough. Alternate Commissioner Patrick Jones was not present.

PLEDGE OF ALLEGIANCE

Commissioner Kehoe led the Pledge of Allegiance.

PUBLIC COMMENT

There was no public comment submitted.

MINUTES

The minutes of January 13, 2011 were presented. By motion made and seconded (Haynes, Morgan) the Commission approved the January 13, 2011 minutes, with Les Baugh abstaining.

BUDGET & FISCAL AFFAIRS

Fiscal Year 2010-11 2nd Quarter Transaction Register

The Fiscal Year 2010-11 2nd Quarter Transaction Register was resubmitted for adoption and review. Commissioner Haynes noted that check #1505 was missing and Ms. Mickelson responded that the check was written for rekeying locks for the new office. There being no further comments, Commissioner Baugh moved to approve this item and the remaining three items under Budget & Fiscal Affairs.

By motion made and seconded (Baugh, Farr) the Commission approved the Fiscal Year 2010-11 2nd Quarter Transaction Register, Fiscal Year 2010-11 3rd Quarter Register, Checking Account Statements, and Request to Transfer funds to Tri Counties Bank.

SPECIAL STUDIES & REPORTS

Municipal Services Review: City of Anderson Final Draft

Commissioner Morgan asked why sales tax information was not included in the report and Ms. Mickelson replied that the sales tax revenue was included in the general fund data.

Mark Teague, consultant with PMC, explained the purpose of having a Municipal Services Review and how this review could be used for Sphere of Influence expansion. Mr. Teague said he appreciated the format Shasta LAFCO suggested for the report.

Commissioner Baugh stated he enjoyed reading the report, and requested clarification on the following items in the report:

Page 11: Under Fire Protection: states that AFD has two stations, but since one is essentially a warehouse, is two correct? *After some discussion Mr. Teague and Commissioner Baugh agreed there should be one real station mentioned and a second station underway.*

Page 12: In paragraph one Chief Dale Webb is mentioned, but will be retiring soon. Should this report publish names or just titles? *After some discussion between the Commissioners they agreed the report should read "current (position name)".*

Page 13: Paragraph three mentions negotiation of a Community Facilities District, but this has not been approved yet, so it sounds as though they have approved this in advance. *Ms. Mickelson responded that the report should not include references to a plan that is not currently adopted by the City.*

Page 14: Under Parks and Recreation, the first sentence should read that the City maintains two parks, not three.

Page 21: Regarding the information under Regional Context/Impacts, did the Anderson City Council reject the study for the consolidation of the Fire Protection District? *At this point, Anderson City Manager, Dana Shigley, approached the podium and confirmed that the Council did not approve a consolidation.*

Page 24: In regards to the bullet points listed, is this considered a plan of action? *Mr. Teague confirmed that is was, and Ms. Shigley added that the things listed are meant to be a long-term goal.*

Page 25: With respect to the bullet point under Opportunities for Rate Restructuring, would this be considered a Brown Act violation? *Ms. Mickelson responded that it would not be a violation.*

Commissioner Kehoe complimented Mr. Teague and staff on the coherency of the report.

By motion made and seconded (Baugh, Farr), the Commission approved the City of Anderson Municipal Services Review.

CHANGES OF ORGANIZATION AND/OR REORGANIZATION

Report on Upcoming or Potential LAFCO Activity

Ms. Mickelson reviewed the staff report discussing potential LAFCO activity. She further noted that she has not heard anything on the ACID project that apparently involves an annexation to correct a boundary. Commissioner Haynes responded that they are in the process of preparing an environmental impact report. Ms. Mickelson added that they have not been notified of the CEQA process and that would be a requirement of the annexation.

Commissioner Baugh asked why Cottonwood FPD was missing from the report and Ms. Mickelson responded they have not given any indication to her that they were currently moving forward on their potential Sphere revision project.

OPERATIONS & ADMINISTRATION

Introduction of LAFCO Analyst

Ms. Mickelson introduced Marissa Jackson as the new LAFCO Analyst/Office Manager and thanked Commissioners Farr and Mathena for participating in the final interview process. Ms. Mickelson also thanked Mary Hill for her work the past couple of months.

OTHER BUSINESS

Form 700 Distribution

Following a general explanation of the form, Ms. Mickelson stated she is the filing officer for this process and reminded the Commissioners that this form is due to her no later than April 1st with an original signature, no photocopies (of signatures) could be accepted.

Notification of Nominations: 2011 Election for SDRMA Board of Directors

Ms. Mickelson explained that she included only an overview of this form in the packet due to the length of the document, but stated that if any of the Commissioners were interested in running for the SDRMA Board of Directors she would be glad to send along the full information to them. No Commissioners expressed interest.

COMMISSIONER ANNOUNCEMENTS

Commissioner Farr praised the success of SDRMA and CSDA since he has seen these organizations grow since their inception.

Commissioner Kehoe suggested that letters of appreciation be written to the City of Anderson and the City of Redding for use of their chambers for Commission meetings. He asked why the meetings are not held in Shasta Lake. Commissioner Farr responded that he expects to hold meetings in Shasta Lake in about four months because they are expanding their building; currently, there is no room to hold Commission meetings there and other meetings are taking place at that time.

STAFF ANNOUNCEMENTS

The next Special LAFCO Meeting will be held on Thursday, April 28, 2011 at 9:00 am with the location to be determined.

ADJOURNMENT

There being no further business, Chairman Gover adjourned the meeting at 9:43 am.

Respectfully submitted,

Amy K. Mickelson
Executive Officer, Acting Clerk to the Commission

Date